

Town Meeting Coordinating Committee  
Diana Romer Room, Town Hall  
Minutes for August 29, 2011

Called to Order at 1:09 pm.

**Present:** Peggy Roberts, Adrienne Terrizzi, Mary Streeter, Nonny Burack, and Carol Gray.  
**Absent:** Harry Brooks and Patricia Holland.

**Calendar Subcommittee Update:** The committee discussed the introduction page and descriptions of committees that prepare budgets and zoning that Nonny and Mary prepared. Adrienne and Carol had made suggestions. Everyone expressed appreciation to Mary and Nonny for their work on this helpful handout.

Mary has been working on the calendar. Additional information from Boards and Committees for the master calendar of town meeting related events would be helpful to have as soon as possible since the material may be sent out this week to Town Meeting members.

**Preparing for Fall Town Meeting:** The committee discussed an email received earlier in the summer from Aaron Hayden, the Select Board liaison to TMCC, which summarized comments made at a Select Board meeting with suggestions for improving Town Meeting. The committee discussed composing an email and/or report to be sent to the Select Board summarizing our discussions with the moderator, clerk and town manager and cc'ing these people. The general consensus was that an email should be sent to these parties within the next couple weeks. Adrienne volunteered to draft an email and she and Carol will work together on drafting a handout for fall town meeting to summarize the highlights of what TMCC has been working on.

**Informational Forum:** It was decided that the timing for a TMCC forum is best for the spring.

**Packet Information:** It was discussed that TMCC's first packet flyer could be just one page with the warrant review and bus tour on the front and precinct meeting list on the back. The second packet could include the flyer reminding Town Meeting members that they needed to run again in the spring because of redistricting. Carol had drafted a flyer on this topic which was reviewed with suggestions incorporated.

**Warrant Review:** Nonny will work on the warrant review with Peggy.

Microphones were discussed and the idea of possibly getting high school students engaged in civics by asking them to volunteer to run the mics around during town meeting, particularly if it is possible to get more than two mics. It was noted that high school students used to perform this function many years ago.

**Precinct Meetings:** There was discussion about who could head up a number of the precinct meetings and whether there should continue to be joint precinct meetings of particular precincts.

**Approval of Minutes:** Mary moved and Nonny seconded that the minutes of June 13, 2011 be approved as amended. The vote was unanimous, with Carol abstaining since she wasn't present for that meeting, to approve the minutes. The minutes of July 12 were also approved as amended. With the meeting reaching the two hour mark, it was decided that the remaining

agenda items, such as approval of the August 18, 2011 minutes be postponed until the next meeting.

**Adjournment:** The meeting was adjourned at 3pm.

Minutes submitted by Carol Gray

Minutes approved as amended October 6, 2011

Documents handed out and discussed during meeting:

- Draft minutes of June 13, 2011
- Draft minutes of July 12, 2011
- Draft minutes of August 18, 2011
- Letter from TMCC to Town Meeting members inviting them to be part of the early budget process and explaining the committees that have a role of in the budget process
- Email from Select Board liaison Aaron Hayden
- Agenda for August 29, 2011 meeting